



INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

We Protect Hoosiers and Our Environment.

Michael R. Pence
Governor

Thomas W. Easterly
Commissioner

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August 28, 2015

VIA ELECTRONIC MAIL

UST Owners and Operators,
Environmental Consultants and Contractors,
And Other Interested Parties

To Whom It May Concern:

Re: ELTF Claims Application Update

The updated, electronic ELTF application (Form 47139), revision 12, is now available for use. The form can be found at: <http://www.in.gov/idem/5157.htm>. Use of revision 12 will be required for all submittals after Friday, September 25, 2015. Any claims received after this date on an earlier version of the application will be administratively denied.

Additionally, the attestation statement in the claim application now contains the following: "I also swear that I have not altered the calculations in this electronic form." ELTF claims personnel have noticed alterations in the calculations and forms, including additional pay requests or lines appearing on a pay request. If the form has been altered in any way, the claim will be administratively denied because any alteration may potentially alter the calculations causing an incorrect result.

Finally, ELTF claims personnel have noticed task descriptions are often so general it is difficult to actually determine the nature and specific purpose of the work being requested for reimbursement. Please include specific, detailed task descriptions, including the report being worked on when applicable, for future reimbursements.

For questions regarding the claim application, please contact Bobbi Steiff at 317-234-0935 or via email at rsteiff@idem.IN.gov.

Sincerely,

Bobbi Steiff
Chief, Excess Liability Trust Fund Claims Section
Underground Storage Tank Branch
Office of Land Quality
Indiana Department of Environmental Management